

# Memorandum

**TO:** Distribution List

**FROM:** Bryan Tippie, Budget Director

**DATE:** March 11, 2005

**Re:** Minutes of the February 17, 2005 Finance Committee Meeting



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Committee Members present: Mr. Ray Graham and Mr. Bill Downey

The Finance Committee met on February 17, 2005, at 4:00 p.m. in the Warren Green Building 1st Floor Meeting Room at 10 Hotel Street. This document reflects the official minutes of that meeting.

**County Treasurer's Report:** The Treasurer's Report was included in the agenda packet for the Finance Committee's consideration.

**County Attorney's Report:** Tracy Gallehr presented the County Attorney's Report for the Finance Committee's consideration.

## **Consent Agenda**

### **Supplemental Appropriations:**

The following supplemental appropriations were considered for forwarding to the Board of Supervisors for their action unless otherwise noted. *Please note:* Fund Balance – Carryover represents funds appropriated and not expended in FY 2004. The indicated use of Fund Balance without Carryover represents Fund Balance prior to FY 2004.

### **FY 2005**

1. **Sheriff's Office - \$12,242**
  - a. \$8,303 from the State Compensation Board was approved for appropriation to fund purchase of a Live Scan machine for identifying fingerprints.
  - b. \$3,939 from insurance recovery was approved for appropriation to repair a wrecked vehicle.
2. **Library - \$25,686**

\$25,686 from the Capital Fund to the General Fund Library operating budget was approved for appropriation for the purchase of books and materials for the Bealeton Branch Library. This action was an accounting adjustment.
3. **Parks and Recreation - \$99,724**
  - a. \$1,917 transferred from the Capital Fund for Recreational Parks was approved for appropriation to the General Fund, General Services budget for P&R Comprehensive Maintenance. This action was an accounting adjustment.

- b. \$38,419 from the Capital Fund for Central Storage was approved for appropriation to the General Fund, General Services budget for P&R Comprehensive Maintenance.
  - c. \$21,185 from the Capital Fund for P&R Technology projects was approved for appropriation to the General Fund, P&R operating budget.
  - d. \$22,691 from the Capital Fund for Outside Court repairs was approved for appropriation to the General Fund, General Services budget for P&R Comprehensive Maintenance.
  - e. \$15,812 from the Capital Fund for Warrenton Community Center was approved for appropriation to the General Fund, General Services budget for P&R Comprehensive Maintenance.
4. **General Services - \$4,818**  
\$4,818 from the Capital Fund for Courthouse Maintenance was approved for appropriation to the General Fund, General Services budget for Courthouse Maintenance. This action was an accounting adjustment.
5. **Commonwealth's Attorney's Office - \$556**  
\$556 from State Seizure Funds was approved for appropriation to the Commonwealth's Attorney's Office budget.
6. **School Division - \$74,131**  
\$74,131 from Title I, Part A Federal Grant funds was approved for appropriation to the School Division's operating budget for basic programs improvements.

**Transfers:**

None

**Regular Agenda**

**Supplemental Appropriations:**

**FY 2005**

1. **Parks & Recreation - \$31,574**
- a. \$29,250 from the Capital Fund for Park Planning was approved for appropriation to the General Fund, P&R operating budget. This action was an accounting adjustment.
  - b. \$2,324 from the General Fund P&R Comprehensive Maintenance budget was approved for appropriation to the Capital Fund to complete funding for the Rady Park project.
2. **Fire and Emergency Services - \$1,080**  
\$1,080 from the Fire and Rescue Association was approved for appropriation to the Fire and Emergency Services for training classes.

**3. General Services - \$63,250**

\$63,250 from the Fund Balance was approved for appropriation to the General Services Comprehensive Maintenance budget for design and survey expenses for several construction projects. The requested funding was recommended for support by the County Facilities Committee.

**4. Budget Office - \$565,221**

- a. \$505,984 from the Fund Balance was approved for appropriation to the Capital Fund as the County's match for the New High School.
- b. \$59,237 from the Fund Balance was approved for appropriation to the Joint Communications Fund Balance to reimburse for General Fund related Public Safety Radio expenses in FY 2004.

**5. Water Resource Management - \$5,000**

\$5,000 from a Virginia Department of Conservation and Recreation (DCR) Grant was approved for appropriation to support the Geographic Information Systems staff to collect data from well permit information.

**Transfers:  
FY 2005**

**1. Library - \$45,000**

- a. \$18,000 was approved for transfer from the Contingency Reserve to the Library operating budget for Warrenton Library space efficient shelving.
- b. \$25,000 was approved for transfer from the Contingency Reserve to the Library operating budget to replace light fixtures in the Warrenton Library.

**2. Parks & Recreation - \$34,372**

\$34,372 was approved for transfer within the P&R budget to convert three existing part time permanent positions to a full time Aquatic/Program Manager position at the Eastern Region Larry Weeks Pool.

**3. Sheriff's Office - \$3,910**

\$3,910 was requested to fund the current 30 hour School Resource Officer (SRO) positions to 40 hour positions. The requested additional 10 hours was approved with funding supported from within the Sheriff's Office budget.

The following Agenda Request was tabled for further review by the Finance Committee Members:

Fauquier's Promise, Youth Fest - \$10,000

**Comments**

**1. Budget**

Bryan Tippie, Budget Director requested the \$169,900 for the Gregory property, approved by the Board of Supervisors at their January 13, 2005 meeting, come from Fund Balance instead of Contingency Reserve.

**2. Finance:**

Health Insurance – Bryan Tippie, Interim Finance Director, provided the health insurance fund summary. The latest report through January showed some improvement. There still is a possibility that the reserves may have to be used. For FY 2006 policy changes, not rate changes, are being recommended.

**2. Budget:**

Revenue Report – Bryan Tippie reported that the FY 2006 revenue projections are almost complete. FY 2005 revenue is currently projected to be \$600,000 above the revised budget.

**The next Finance Committee Meeting will be  
March 17, 2005 at 2:30 p.m.**